



Okehampton Town Council

Town Hall
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**Minutes of a Okehampton Town Council Personnel Sub-Committee Meeting
held on 14th September 2026 at 7pm in the Committee Room, Town Hall, Okehampton**

Members Present:

Cllr J Yelland (Chairman)

Cllr R Colman (Mayor)

Cllr T Leech (Chairman, Planning)

Cllr L Bird (Chairman, Property)

Cllr B Tolley (Chairman, Parks)

In Attendance:

Mrs E James (Town Clerk)

233. Apologies for Absence

None

234. Declarations of Interest

None

235. Minutes

On the proposition of Cllr Tolley, seconded by Cllr Colman it was **RESOLVED** to approve the minutes of the meeting held on 26th May 2026 as a true record for signing by Cllr Yelland.

PART 2 CONFIDENTIAL

236. On the proposition of Cllr Colman, seconded Cllr Bird it was **RESOLVED** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items which are **CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.

237. Job Evaluation

The report from the Local Council Consultancy (LCC) was reviewed and summary of recommendations considered.

(The Clerk left the meeting for the following item of business.)

- On the proposition of Cllr Colman, seconded Cllr Tolley it was **RESOLVED** to recommend b) to the Policy & Resources Committee

(The Clerk return to the meeting)

- On the proposition of Cllr Colman, seconded Cllr Bird it was **RESOLVED** to recommend c) to the Policy & Resources Committee
- On the proposition of Cllr Colman, seconded Cllr Tolley it was **RESOLVED** to recommend d), whilst adhering to the previous resolution, to the Policy & Resources Committee
- On the proposition of Cllr Colman, seconded Cllr Bird it was **RESOLVED** to recommend e) to the Policy & Resources Committee

- On the proposition of Cllr Tolley, seconded Cllr Leech it was **RESOLVED** to recommend f) potential solutions as discussed to the Policy & Resources Committee
- On the proposition of Cllr Leech, seconded Cllr Bird it was **RESOLVED** to recommend g) as discussed to the Policy & Resources Committee
- On the proposition of Cllr Colman, seconded Cllr Bird it was **RESOLVED** to recommend a) to the Policy & Resources Committee

It was noted that h) was already covered within council policy and no further action was required.

An associated report from the Clerk was considered.

- a) On the proposition of Cllr Bird, seconded Cllr Tolley it was **RESOLVED** to recommend an implementation plan in accordance with item b) to the Policy & Resources Committee.
- b) On the proposition of Cllr Colman, seconded Cllr Bird it was **RESOLVED** to recommend the integration of any new employees to the Policy & Resources Committee
- c) On the proposition of Cllr Yelland, seconded Cllr Bird it was **RESOLVED** to recommend a system, as discussed, for the application of annual increments to the Policy & Resources Committee
- d) On the proposition of Cllr Leech, seconded Cllr Colman it was **RESOLVED** to recommend a change to the date of annual appraisal and development reviews to the Policy & Resources Committee

It was **agreed** to recommend an amendment to the Policy & Resources Committee in accordance with the final section on page 9 of the LCC report.

On the proposition of Cllr Tolley, seconded Cllr Colman, it was **RESOLVED** to exit Part 2 and ratify decisions made therein.

The meeting was closed at 9pm

Councillor Yelland, Chairman